

COMPENSATION BOARD DOCKET #20/08

February 27, 2020

307-20-08: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFFS/ SUPERINTENDENTS	February 25, 2020 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.		\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
087	307	Henrico	2/25/2020	Vacancy Savings	Temporary	\$146,093.49	\$146,093.49
139	307	Page	2/25/2020	Vacancy Savings	Office	\$21,597.86	\$19,333.88
175	307	Southampton	2/19/2020	Vacancy Savings	Temporary	\$103,960.00	\$40,170.00
175	307	Southampton	2/19/2020	Vacancy Savings	Office	\$0.00	\$18,170.00
405	307	Albemarle-Charlottesville RJ	2/21/2020	Vacancy Savings	Temporary	\$24,514.34	\$24,214.34
475	307	Hampton Roads Regional Jail	2/21/2020	Vacancy Savings	Office	\$49,758.31	\$49,758.31
485	307	Blue Ridge Regional Jail	1/31/2020	Vacancy Savings	Temporary	\$208,645.50	\$140,526.94
492	307	Southwest Virginia Reg. Jail	2/24/2020	Vacancy Savings	Temporary	\$95,940.92	\$95,940.92
493	307	Middle River Regional Jail	2/21/2020	Vacancy Savings	Temporary	\$12,820.88	\$12,820.88
495	307	Meherrin River Regional Jail	2/24/2020	Vacancy Savings	Office	\$134,894.63	\$134,894.63
496	307	RSW Regional Jail	1/21/2020	Vacancy Savings	Office	\$85,122.40	\$85,122.40
650	307	Hampton City	2/25/2020	Vacancy Savings	Office	\$641,108.71	\$641,108.71
760	307	Richmond City	2/4/2020	Vacancy Savings	Office	\$1,027,518.77	\$596,988.09
760	307	Richmond City	2/4/2020	Vacancy Savings	Temporary	\$0.00	\$150,000.00
		Totals				\$2,551,975.81	\$2,155,142.59

307-20-08: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HIGHLAND COUNTY	SHERIFF	January 24, 2020 - Officer requests to transfer \$9,000 from base Temporary Funds of \$26,015 to fund the following salary increases, effective January 1, 2020. All salary increases are within Compensation Board policy. Officer acknowledges that due to budget reductions, he currently has one unfunded authorized position; he further understands that taking action to move base temporary funds to salaries of existing personnel may significantly reduce his options in dealing with any potential future funding reductions without impacting salaries of permanent staff.		\$0.00	The Compensation Board approved a transfer of \$9,000 from base Temporary salary funds to effect the salary actions requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base Temporary salary budget in the current as well as in subsequent fiscal years.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Class Code	Current Salary	Amount Requested	Requested Salary	Pro-Rated Amount for FY2020
091	307	Highland	1/24/2020	Temporary	pos. 00001	L10	\$51,536	\$4,000	\$55,536	\$2,000.00
091	307	Highland	1/24/2020	Temporary	pos. 00004	L9	\$41,078	\$1,500	\$42,578	\$750.00
091	307	Highland	1/24/2020	Temporary	pos. 00012	CS8	\$35,001	\$1,500	\$36,501	\$750.00
091	307	Highland	1/24/2020	Temporary	pos. 00016	COMOP	\$26,185	\$2,000	\$28,185	\$1,000.00
		Totals					\$153,800	\$9,000	\$162,800	\$4,500

772-20-08: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	February 20, 2020 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.		\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
171	772	Shenandoah County	02/14/20	Vacancy Savings	Temporary	\$49,039.40	\$49,039.40
700	772	Newport News City	02/20/20	Vacancy Savings	Temporary	\$53,787.45	\$53,787.45
760	772	Richmond City	02/18/20	Vacancy Savings	Temporary	\$40,890.79	\$40,890.79
		Totals				\$143,717.64	\$143,717.64

772-20-08: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	Officer(s) request an exception to the Substitute Prosecutor 60-day reimbursement policy. Expenses for travel for the cases below were received by the Compensation Board after the 60-day reimbursement period.	\$249.40	Approved as a one-time exception to policy, based upon the specific conditions stated by the officer.

FIPS	Office	Locality	Prosecutor	Expenses From - To	Defendant	Total
105	772	Lee County	Charles Slempp III	09/23/2019	Kristy Gayle Marion	52.20
169	772	Scott County	Daniel Fast	09/05/2019	Latasha Arnold	49.30
169	772	Scott County	Daniel Fast	08/19/2019	Shawn Castle	98.60
169	772	Scott County	Daniel Fast	07/31/2019	Justin Shane Stanley	49.30
		Total				\$249.40

MADISON COUNTY	COMMONWEALTH'S ATTORNEY	<p>February 4, 2020 - Officer requests to amend the CY2017 and CY2018 Felon Defendants workload data, as follows, based upon her dispute of the figures reported by the Supreme Court's data system and documentation of actual felon defendants during these time periods.</p> <ul style="list-style-type: none"> '2017' is to be updated from 38 to 40 '2018' is to be updated from 37 to 42 <p>Officer has provided documentation supporting this request.</p>	N/A	The Compensation Board concurs with the officer's request to update workload data for those years noted, based upon the documentation provided by the officer, and asks Compensation Board staff to update COIN with corrected data
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773-20-08: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESAPEAKE CITY	CIRCUIT COURT CLERK	February 5, 2020 - Officer requests to transfer accumulated vacancy savings to Temporary funds.		\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
550	773	Chesapeake City	2/5/20	Vacancy Savings	Temporary	25,958.23	\$25,958.23

ISLE OF WIGHT COUNTY	CIRCUIT COURT CLERK	February 20, 2020 Acting Officer requests additional Temporary Funding in the amount of \$15,583.75. This is equivalent to the current salary of position 00005, ACD, in the amount of \$37,401 from February 1, 2020 to June 30, 2020. The election will be held on November 3, 2020.		\$0.00	Approved at no additional cost to the Compensation Board.
		This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00005, ACD, is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.			

771-20-08: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CARROLL COUNTY	COMMISSIONER	February 5, 2020 – Officer requests to transfer \$1,622 from base Temporary funds to increase the salary of position 00003, DII from \$27,465 to \$29,087 effective February 1, 2020.		\$0.00	The Compensation Board approved a transfer of \$1,622 from base Temporary salary funds to effect the salary actions requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base Temporary salary budget in the current as well as in subsequent fiscal years.

FIPS	Office Code	Locality Name	Request Date	From Category	Current Base	New Base	Amount Requested	Pro-Rated for FY20	Reimb for FY20
035	771	Carroll	2/05/2020	Temporary	\$1,622	\$0	\$1,622	\$675.83	\$337.92

774-20-08: TREASURERS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MONTGOMERY COUNTY	TREASURER	February 5, 2020 - Officer requests to transfer accumulated Vacancy Savings to Temporary Funds.	\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
121	774	Montgomery County	2/05/2020	Vacancy Savings	Temporary Funds	\$10,821.34	\$10,821.34

CARROLL COUNTY	TREASURER	February 5, 2020 – Officer requests to transfer \$851 from base Temporary funds to increase the salary of position 00004, DIV from \$34,987 to \$35,838 effective February 1, 2020.	\$0.00	The Compensation Board approved a transfer of \$851 from base Temporary salary funds to effect the salary actions requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base Temporary salary budget in the current as well as in subsequent fiscal years
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FIPS	Office Code	Locality Name	Request Date	From Category	Current Base	New Base	Amount Requested	Pro-Rated for FY20	Reimb for FY20
035	774	Carroll	2/05/2020	Temporary	\$851	\$0	\$851	\$354.58	\$177.29

DICKENSON COUNTY	TREASURER	February 10, 2020 - Officer requests Board approval for the certified deputy, Shana Hill, Position 00004, DIII, to be forwarded to the Career Development Program Audit Committee for consideration of the 'Master Deputy' status associated with the program. This deputy was erroneously omitted from the FY21 Budget Request. They are currently not receiving the increase and are continuing to apply for certification of participation in the Career Development Program.	\$0.00	Compensation Board approved inclusion of this individual as deputy among other deputies for consideration in meeting the criteria of the program, based upon the specific conditions stated by the officer. Approval of pay raises associated with certification of CDP will be considered with all office certifications during the budget approval process prior to May 1, 2020.
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FIPS	Office Code	Locality Name	Request Date	Deputy	Position	Class
051	774	Dickenson County	2/10/2020	Shana Hill	00004	DIII

OTHER MATTERS

NEW BUSINESS:

			REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #20/07.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Thursday, March 26, 2020 at 10:00 a.m. and Tuesday, April 28, 2020 at 10:00 a.m.	N/A	Confirmed.
3.	BUDGET HEARING	COMPENSATION BOARD	Compensation Board Budget Hearing is scheduled for Tuesday, April 14, 2020 at 10:00 a.m. at the Compensation Board Offices.	N/A	Confirmed.
4.	FY21 LIABILITY PROGRAM PREMIUMS	COMPENSATION BOARD	Staff presents information from the Division of Risk Management, Department of Treasury regarding FY21 VaRisk Liability program premium amounts for discussion and approval of premium allocation.	N/A	Premium amounts approved for FY21 based upon a required \$1M (+8.88%) increase to the overall program premium, with individual office changes based upon methodology focusing on claims history, tempered by a 40% cap around the overall premium increase to provide stability (rate changes range from -31.12% to +48.88% over FY20 rates).
5.	LAWFUL EMPLOYMENT TRAINING	COMPENSATION BOARD	Training will be held at two locations this year, given the large number of newly elected constitutional officers this year. The first session will be held at the Hilton Richmond Hotel & Spa at Short Pump in Henrico, Virginia, on April 7-8, 2020. The second session will be held at the Holiday Inn Tanglewood in Roanoke, Virginia on May 13-14, 2020. There are 80 attendees registered for each training session.	N/A	Noted.
6.	TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	<p>Collections: FY20 collections for July through January totaled \$4,265,907.54, an increase of 17.61% compared to the same period of collections in FY19.</p> <p>Expenditures: FY20 year-to-date Clerk's expenditures through 2/25/2020, totaled \$1,866,363.58 or 33.33% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections, FY20 TTF total collections would be approximately \$7.31 million, an increase of 16.44% compared to FY19 collections.</p>	N/A	Noted.

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>
7.	NOTTOWAY COUNTY COSTS FOR HOUSING VCBR OFFENDERS	COMPENSATION BOARD	Staff presents a request for reimbursement of expenses incurred by Nottoway County for the expense of confining residents of the Virginia Center for Behavioral Rehabilitation arrested for new offenses and held in Piedmont Regional Jail for the months of October through December, 2019. At its meeting on October 23, 2019, the Compensation Board approved staff's request to reimburse total expenses incurred in June, 2019 and July through September, 2019 of \$46,561.46, in accordance with budget language approved in Chapter 854. Based upon numbers of offenders housed, days housed and rates paid by the County in the 2 nd quarter of FY20, staff recommends approval of payment to Nottoway County in the amount of \$43,487.01. This will result in total payments to date in FY20 of \$90,048.47. The maximum reimbursable amount in FY20 for expenses incurred from June, 2019 through May, 2020 is \$100,000.	\$43,487.01
				<u>COMPENSATION BOARD ACTION</u>
				Approved payment of \$43,487.01 to Nottoway County for the second quarter of FY20.

CLOSED MEETING
COMPENSATION BOARD DOCKET #20/08
February 27, 2020

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Tyrone Nelson. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: February 27, 2020
Time: 10:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Tyrone Nelson, Chairman (present)
Craig Burns, Ex Officio member (present)
Martha Mavredes, Ex Officio member (present)

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